Enhance Parterning, Leadership and Management Goal Implementation Team
Summer 2021 Quarterly Meeting
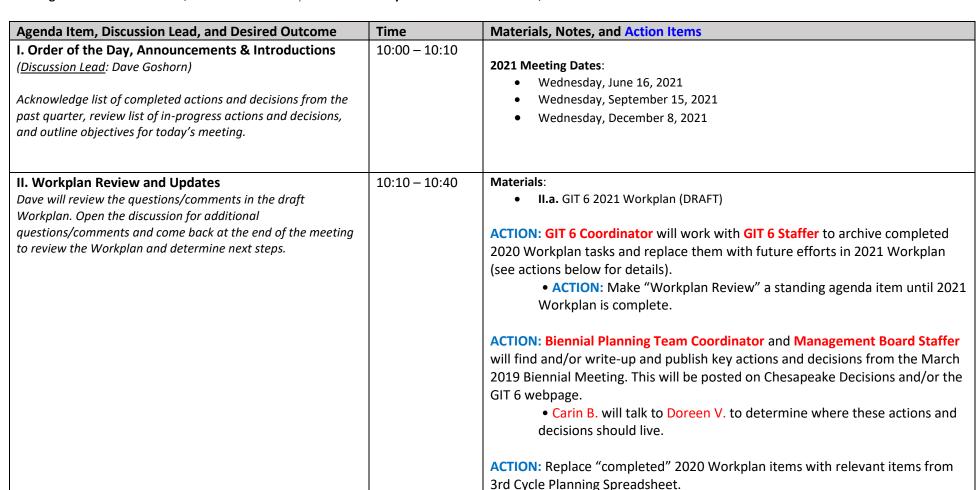**Agenda**

Date: June 16, 2021
Time: 10:00 a.m. to 3:00 p.m.
Location: Webex Webinar
Meeting Page: Click here
Webinar: https://umces.webex.com/umces/j.php?MTID=mecf466267808683b969023cfb1de5e21
Meeting Number: 120 572 4289; **Password**: m7wT26ybs2z   OR   **Join by Phone**: +1-408-418-9388; **Access Code**: 120 572 4289

Agenda Item, Discussion Lead, and Desired Outcome	Time	Materials, Notes, and Action Items
I. Order of the Day, Announcements & Introductions *(Discussion Lead: Dave Goshorn)* *Acknowledge list of completed actions and decisions from the past quarter, review list of in-progress actions and decisions, and outline objectives for today's meeting.*	10:00 – 10:10	**2021 Meeting Dates**: • Wednesday, June 16, 2021 • Wednesday, September 15, 2021 • Wednesday, December 8, 2021

II. Workplan Review and Updates
Dave will review the questions/comments in the draft Workplan. Open the discussion for additional questions/comments and come back at the end of the meeting to review the Workplan and determine next steps.
	10:10 – 10:40	**Materials**:
		• **II.a.** GIT 6 2021 Workplan (DRAFT)
		
		ACTION: GIT 6 Coordinator will work with **GIT 6 Staffer** to archive completed 2020 Workplan tasks and replace them with future efforts in 2021 Workplan (see actions below for details).
		    • **ACTION:** Make "Workplan Review" a standing agenda item until 2021 Workplan is complete.
		
		ACTION: Biennial Planning Team Coordinator and **Management Board Staffer** will find and/or write-up and publish key actions and decisions from the March 2019 Biennial Meeting. This will be posted on Chesapeake Decisions and/or the GIT 6 webpage.
		    • Carin B. will talk to Doreen V. to determine where these actions and decisions should live.
		
		ACTION: Replace "completed" 2020 Workplan items with relevant items from 3rd Cycle Planning Spreadsheet.
		    • Coordinate with Doreen V. and Michelle G.

		ACTION: GIT 6 Leadership will incorporate DEIJ into 2021 Workplan and share draft with Goal Team 6 by April 15, 2021. **ACTION: GIT 6 Leadership** will incorporate facilitation of the GIT Funding Program into 2021 Workplan and share draft with Goal Team 6. **ACTION: Dave Goshorn** will collate the comments/actions from today's meeting and work with **GIT 6 Co-Chair, Coordinator, and Staffer** (Leadership) to draft 2021 Workplan to share with it with the GIT at least 2 weeks prior to our June 2021 meeting.
III. Local Leadership Workgroup Updates (*Discussion Lead*: Shannon Moore, Heidi Bonnafon, and Laura Cattell Noll) • A Local Government Guide to the Chesapeake Bay • Implementation Support for Local Official Watershed Education and Capacity Building • Planning for Clean Water: Local Government Workshops	10:40 – 11:10	**Materials**:
IV. Technology Time-Out	11:10 – 11:20	
V. Budget and Finance Workgroup (*Discussion Leads*: Elliott Campbell, Martha Shimkin, and Michelle Guck) • Update on Action Items and summary of April 28th Budget and Finance WG meeting outcomes.	11:20 – 11:50	**Materials**: **ACTION: BFWG Leadership** will report back to GIT 6 with a revised Charge at the June 2021 meeting. **ACTION: BFWG Coordinator** will work with **CAC Coordinator** to set up a meeting with Charlie Stek on Restoration Economy GIT Funding Concept in preparation for possible submission this cycle. Status: It was decided that the project was not suitable for GIT funding.
Lunch	11:50 – 12:20	
VI. Governance Document (*Discussion Lead*: Dave Goshorn) • **Proposed edits to address process for modification of previous consensus decisions.** *(Dave Goshorn – 15 min)*	12:20 – 1:30	**Materials:** • **VI.a.** Governance Document Log of Revisions (12/16/2020) • **VI.b.** Governance Document Version 3.1 with proposed edits (6/16/2021) **ACTION: GIT 6 Leadership** will seek near final approval on proposed DEIJ edits to the CBP Governance Document at the June 2021 GIT 6 Meeting.

• **Proposed edits to clarify responsibilities of MB, PSC, and EC in responding to Advisory Committee recommendations.** *(Jessica Blackburn – 15 min)*
 	
 • **Proposed edits / approach to address:**
    o **DEIJ Implementation Plan** *(Dave Goshorn – 10 min)*
    o **Native American Tribes** *(Carin Bisland – 10 min)*
 	
 • **Proposed updates to address SRS terminology**
 	
 • **Next steps discussion on "Full Range Decision Making"** *(Greg Allan – 10 min)*		

Break	1:30 – 1:40	
VII. SRS Biennial Meeting follow-up *(Discussion Lead: Dave Goshorn)* • General reflections • Next Steps as per June 10 Management Board meeting	1:40 – 2:10	**Materials:**
VIII. General Updates • **CBP Survey of the Culture of Trust** *(Greg Allan – 10 min)* • **GIT Funding** *(Greg Allan – 10 min)* • **Incorporating DEIJ 20 minutes** *(Dave Goshorn – 20 min)* -	2:10 – 2:50	**Materials**: **ACTION:** Revise Data Collection and Communication Plan to reflect comments and feedback received. **GIT 6 Coordinator** will contact **STAC Coordinator** about getting a few social scientists to review the Plan and distribute the survey. Add these actions in the 2021 Workplan: • Revise Data Collection and Communication Plan • After Plan is revised, present to Management Board for approval • Distribute survey via CBP SurveyMonkey account • Anticipate questions like: How did you decide on "trust" as a measure that we wanted to start with? What happens when you get the results? What can partners expect as follow-ups? **NOTE (Added after GIT 6 Meeting): GIT 6 Members** will be copied on email sent to GIT Funding stakeholders when requests are made for comment on any proposed changes to the GIT Funding Program. GIT 6 can expect such communication during April-May 2021.

		ACTION: GIT 6 Leadership (Chairs, Coordinator, and Staffer) will work with DEIJ Action Team leadership to integrate tasks assigned to GIT 6 in the DEIJ Strategy Implementation Plan into the 2021 Workplan. **ACTION:** Prior to the June 2021 GIT 6 Meeting, **GIT 6 Coordinator** and **GIT 6 Staffer** will work with **Bo W.** and **the Diversity Action Team** to discuss documents needed for review and who to collaborate with to accomplish tasks assigned to GIT 6. **ACTION: Kristin S.** will set aside time at next GIT Chairs meeting on March 31 to discuss how to review Workplans and L&A Plans and to identify where groups can benefit from intentional inclusion efforts. **Kristin S.** will follow up with GIT 6 and the SRS Planning afterward.
IV. Return to GIT 6 Draft 2021 Workplan *(Discussion Leads: Dave Goshorn, Greg A.)* *Discuss how the two key topics will influence new work and currently planned work*	2:50 – 3:00	**Materials**: • 2021 Draft Workplan **Next Meeting → Wednesday, September 15, 2021**

COMPLETED ACTIONS & DECISIONS

ACTION: **Chantal Madray** will include Cummings and Bromiley's (1996) Organizational Trust Inventory (OTI) paper in the email with this quarter's actions and decisions for member reference. *Complete*

ACTION: **GIT 6 members** will review the draft Data Collection and Communication Plan and provide comments/feedback **by Wednesday, September 23** to **Chantal Madray** (madray.chantal@epa.gov). *Complete*

ACTION: Chantal Madray will share final Table 1 project descriptions with GIT 6 members to review in advance of the Sept. 29 Project Review & Scoring Meeting. *Complete*

ACTION: **GIT 6 members** will review the project overview videos and submit their scores to **Chantal Madray** (madray.chantal@epa.gov) **by Friday, September 25**. Scores will be recorded using the criteria scoring sheet, compiled, and averaged to come up with a final "GIT 6 score" for each FY20 GIT Funding project idea. *Complete*

ACTION: **Chantal Madray** will share **Kaitlyn May's** edits to the Governance Document, which aligns the language in the document with the language in ChesapeakeDecisions for member reference. *Complete*

DECISION: GIT 6 approves the LLWG Chair/Vice Chair succession plan for February 2021-2023.

DECISION: **GIT 6 members** approve playing a role in the action team that will oversee the implementation of the DEIJ Strategy.

ACTION: At the September 17 Management Board meeting, **Dave Goshorn** will inform the Management Board that GIT 6 is willing to participate in the action team that will oversee the implementation of the DEIJ Strategy. *Complete*

- If other GITs are unable to participate in the action team, **Dave Goshorn** will propose the idea of a GIT 6 representative for all GITs, who will report back to the larger group. *Complete*

ACTION: **Jake Solyst** will work with the Web Team to revise the Agreement as Amended (Jan. 2020) to meet accessibility standards by/before the Management Board Meeting on September 17 *Complete as of 11/5—Announce to GIT 6*

- Management Board members will be notified that these approved amendments have been made and posted online during the Business Meeting portion of the September 17 meeting

ACTION: Doreen Vetter and her team will assist with archiving the original Agreement and ensuring that all places where the Agreement is currently linked online is updated with the Amended version. *Complete as of 11/5—Announce to GIT 6*

DECISION: **BFWG Leadership** will discuss whether the Workgroup still needs to review its charge, determine whether Workgroup membership meets its charge, and assess Workgroup capacity (budget vs. finance). *Complete*

- The BFWG will report back on the outcome of this discussion at December GIT 6 meeting

ACTION: GIT 6 Staffer and Coordinator, **Chantal Madray and Greg Allen**, will initiate and facilitate the formation of the Governance Document Action Team (GDAT), which will be comprised of GIT 6 volunteers. *Complete*

- Volunteers: Dave Goshorn, Carin Bisland, Greg Allen, and Jessica Blackburn.
- The GDAT will, in collaboration with the DEIJ Action Team, address the DEIJ language changes proposed by SKEO as well as how to best incorporate state and federally recognized tribes in the Bay Watershed. *Ongoing (see DEIJ Strategy Implementation Plan)*

ACTION: **Chantal Madray** will share **Kaitlyn May's** edits to the Governance Document, which aligns the language in the document with the language in ChesapeakeDecisions for member reference. *Complete (edits ready when document is ready to go through editing process)*

DECISION: GIT 6 will hold on bringing recommended quorum language revisions and SRS language revisions to the Management Board. GIT 6 will work toward recommended DEIJ revisions first. All recommended revisions will be brought to the Management Board together at a future date. *Ongoing (see Current Governance Document Log of Revisions)*

ACTION: **LLWG** will update their QPM materials so that the "asks" of the Management Board are more specific and actionable. *Complete*

DECISION: On future GIT 6 meeting agendas, Workgroup updates will appear first (after introductions/order of the day). *Complete*